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[redacted]

18 January 1962

MEMORANDUM FOR: Chiefs of Support

SUBJECT : Elimination of Staff Agent Support Projects

1. Attached is a suggested sample dispatch for your use in informing your field stations concerning the above subject.

2. You will be informed by [redacted] when the necessary personnel actions have been completed and the effective date determined. 25X1A9a

3. With regard to the "annual report" on each agent you should inform the field of the method to be used, i.e., whether they should furnish the reports in full or whether Headquarters will prepare them from information sent in by the field.

4. In order that financial records may be adjusted on a uniform basis you should furnish Finance Division with copies of these or whatever dispatches you issue on this subject.

[redacted] 25X1A9a

[redacted]
Budget and Fiscal Officer

[redacted]

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